



**AGENDA**  
**BOARD OF DIRECTORS**  
**PLACER COUNTY**  
**FLOOD CONTROL AND WATER CONSERVATION DISTRICT**  
**MONDAY, OCTOBER 5, 2020 4:00 P.M.**

***Equal Access for Those with Disabilities:*** The District is committed to ensuring that persons with disabilities are provided the resources to participate fully in its public meetings. If you require disability-related modifications or accommodations, including auxiliary aids or services, please contact the Development Coordinator at 530-745-7541. If requested, the agenda for public meetings shall be provided in appropriate alternative formats to persons with disabilities. All requests must be in writing and must be received by the Development Coordinator five business days prior to the scheduled meeting for which you are requesting accommodation. Requests received after such time will be accommodated only if time permits.

***Public Participation Procedures:*** In order to protect public health and the safety of our Placer County citizens, attendance for the Board of Directors Meeting for the Placer County Flood Control and Water Conservation District will be offered as a completely virtual Zoom meeting webinar. This meeting will be closed to in-person public attendance.

Please click the link below to join the webinar:

<https://placer-ca-gov.zoom.us/j/94929867393>

Or Telephone: 888 788 0099 (Toll Free) or 877 853 5247 (Toll Free)

Webinar ID: 949 2986 7393

*In compliance with Governor Newsom's Executive Order N-29-20-EO on teleconference and electronic meetings, the public's participation will be supported through web or phone participation for attendees. When public comment or public testimony for a particular agenda item is opened, participants may "raise hand" to be called upon to give their public comment or public testimony. Speakers must clearly state their name for the record, and limit comments to 3 minutes. Note that the Board cannot take action at this meeting on items brought forward under public comment.*

1. Those joining online through the web meeting should "raise hand" in the Zoom meeting window. The Chair will call on them by the name they entered in the Zoom session, and they will be prompted to unmute their microphone so they can state their name for the record and give their comment.
2. Those who are calling in via phone may dial \*9 to raise their hand once public comment or public testimony for a particular agenda item is opened. The Chair will read out the last four digits of the caller's phone number and they will be notified that they are unmuted. The Chair will then invite them to state their name for the record and give their public comment or public testimony.

Alternatively, citizens may submit their comments in written form to the District Secretary at [cshaw@placer.ca.gov](mailto:cshaw@placer.ca.gov). All written comments received prior to the meeting will be provided to the Directors prior to the meeting.

1. **ROLL CALL**
2. **AGENDA APPROVAL** (Chair)
3. **APPROVAL OF JUNE 8, 2020 MINUTES** (Chair) (Pages 12 through 16)
4. **PUBLIC COMMENT** Time is provided to allow the public to comment on issues not on the agenda.

**5. ITEMS FOR INFORMATION** (Brewer) (Pages 3 through 5)

- a. Update on the City of Colfax Benefit Letter and discussion regarding rejoining of the District
- b. Update on the reimbursement of advance loan payments associated with the Antelope Creek Flood Control Project, Upper Weir during FY 20/21
- c. Update on FEMA CTP No. 3 Floodplain Mapping Studies

**6. ACTION ITEMS** (Brewer) (Pages 6 through 8)

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- a. Adopt Resolution Number 20-01 updating the District's Conflict of Interest Code.

**7. NEXT MEETING** The next regularly scheduled Board meeting is November 9, 2020 at 4:00 p.m. at the Rocklin City Council Chambers or as otherwise designated by the Board.

**8. ADJOURNMENT**



## MEMORANDUM

**TO:** BOARD OF DIRECTORS

**DATE:** OCTOBER 5, 2020

**FROM:** BRAD BREWER

**SUBJECT: ITEMS FOR INFORMATION**

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**ITEM 5A – Update on the City of Colfax Benefit Letter and discussion regarding rejoining of the District**

Staff prepared a letter summarizing the benefits the District offers to the City of Colfax. Executive Director Ken Grehm met with City Manager Wes Heathcock and discussed the City renewing its participation in the District. The City is open to the idea and the District plans to have further discussions with the City later this year.

**ITEM 5B – Update on the reimbursement of advance loan payments associated with the Antelope Creek Flood Control Project, Upper Weir during FY 19/20**

Staff is processing the fifth, semi-annual reimbursement of advance loan payments to the four benefiting member agencies associated with construction funding assistance for the completed Antelope Creek Flood Control Project, Upper Weir. The table below presents the reimbursements made to date and overall reflects that after this payment, \$695,274 of the original total advance loan of \$1,356,963 has now been reimbursed, representing approximately 51% of the original loan amount. These reimbursements, including interest earned, are made pursuant to the prior executed agreement, entitled "Memorandum of Understanding for the Timing, Sequencing and Funding of the Antelope Creek Flood Control Project, Upper Weir" (MOU). Based on the terms of the MOU and the available balance from the Dry Creek Trust Fund, staff project that future semi-annual reimbursements will remain within a \$50,000 to \$80,000 total range assuming that fees from new development within the Dry Creek Watershed continue to be realized at their current rate. Staff estimate it will require another five to six years to reach full payback of the original loan amounts at the current rates of fee development.

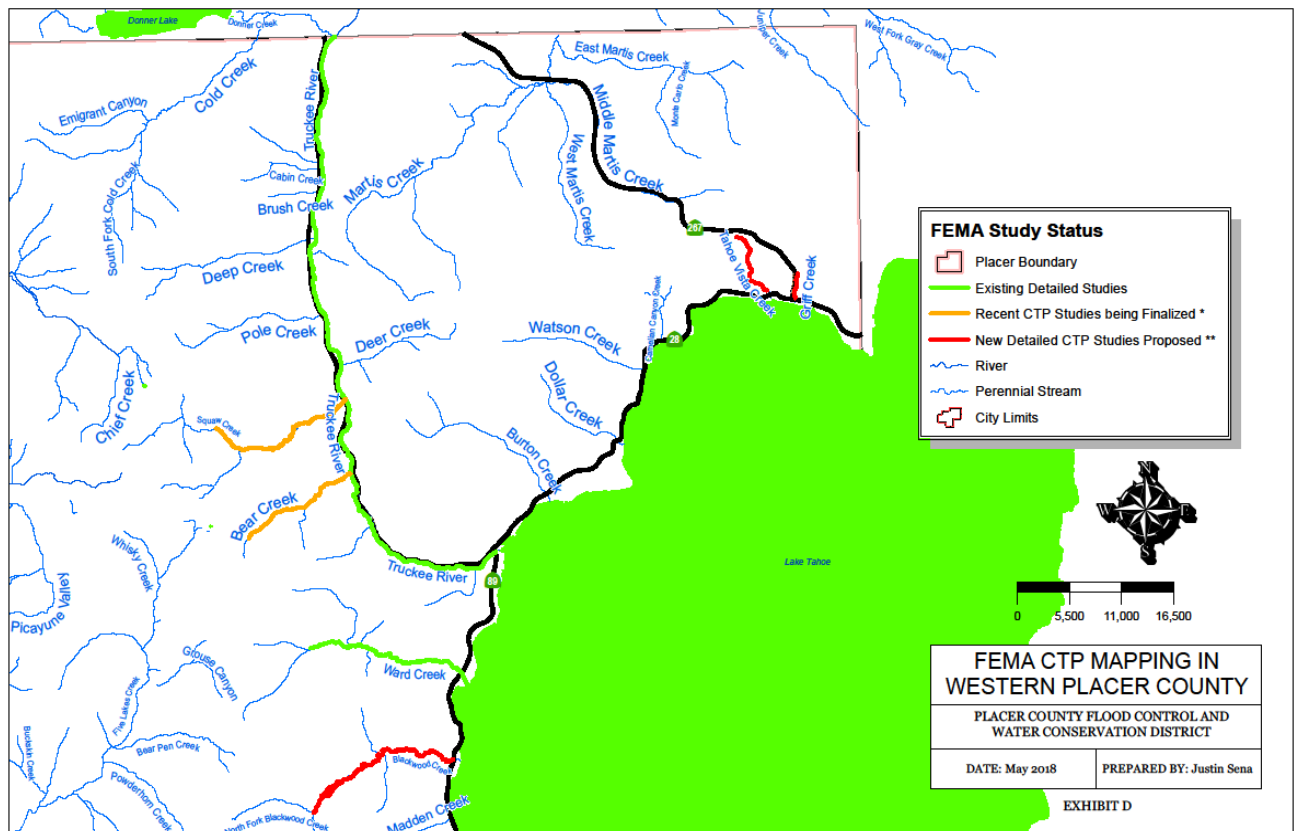
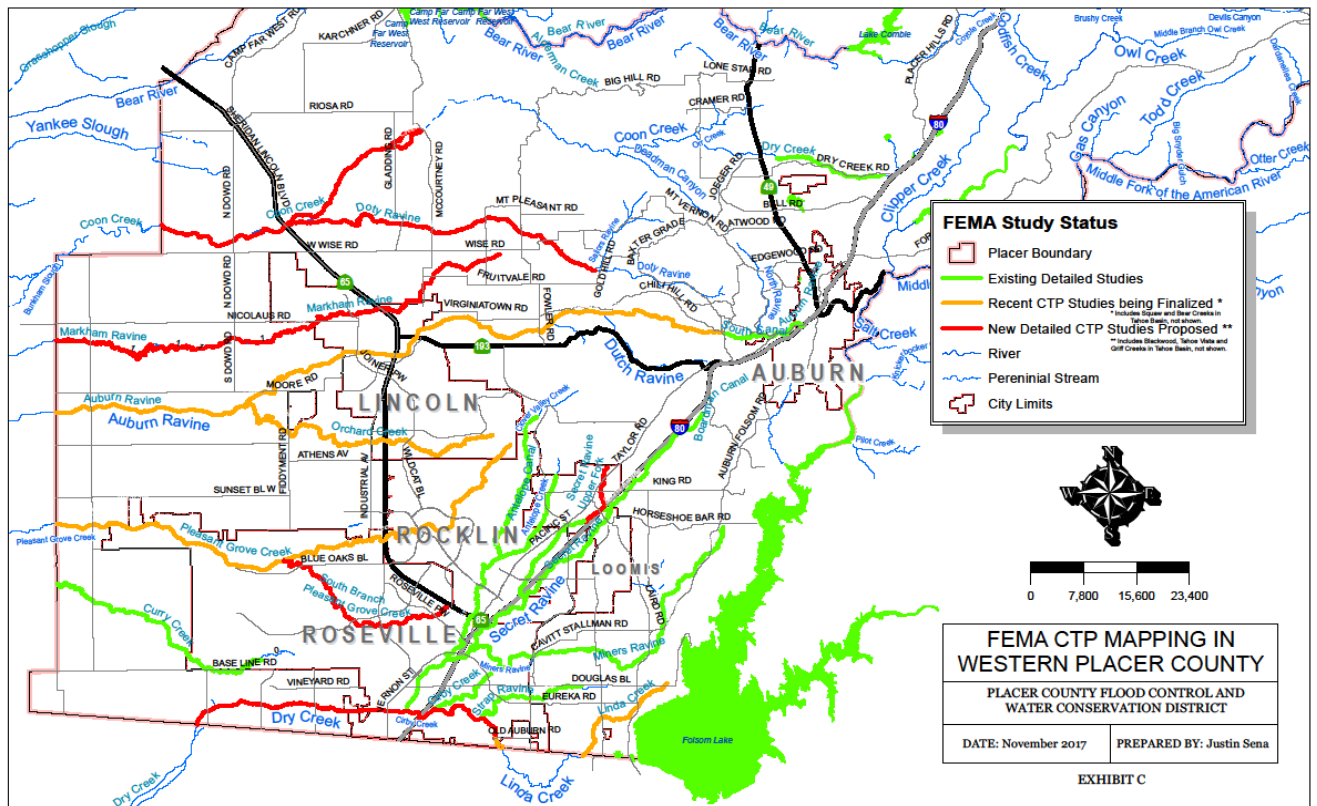
<b>Participant</b>	<b>% Share of Additional Project Funding</b>	<b>Total Advance Loan Payment</b>	<b>Initial Payment August 2018</b>	<b>Second Payment January 2019</b>	<b>Third Payment August 2019</b>	<b>Fourth Payment February 2020</b>	<b>Fifth Payment September 2020</b>
Placer County	40.79	\$553,511	\$169,021.5	\$31,889.6	\$80,011.60	\$22,162.84	\$7,750.10
Roseville	44.32	\$601,397	\$183,648.8	\$34,649.4	\$86,935.90	\$24,080.83	\$8,420.80
Rocklin	13.42	\$182,063	\$55,608.5	\$10,491.8	\$26,324.00	\$7,291.62	\$2,459.80
Loomis	1.47	\$19,992	\$6,091.2	\$1,149.2	\$2,883.50	\$798.91	\$279.30
<b>TOTAL</b>	<b>100</b>	<b>\$1,356,963</b>	<b>\$414,370</b>	<b>\$78,180</b>	<b>\$196,155</b>	<b>\$54,334</b>	<b>\$19,000</b>

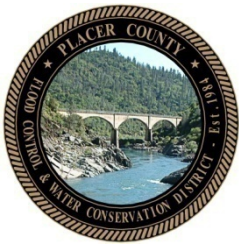
### **ITEM 5C – Update on progress with FEMA Cooperating Technical Partners (CTP) No.3 floodplain mapping study**

Staff would like to update your Board regarding the status of our FEMA floodplain mapping program known as CTP No. 3. The attached figures reflect the streams within Placer County communities affected by the new mapping efforts.

District staff continue to manage an existing professional services agreement (PSA) with Michael Baker International, Inc. (Michael Baker) to perform the hydrologic analysis and floodplain mapping for the CTP No. 3 project. The negotiated scope of work for the project includes preparation of updated mapping and new mapping for approximately 60 miles of streams within western Placer County and in the Tahoe Basin (see figures attached). The PSA was executed with Michael Baker International, Inc. in addition to a notice to proceed on May 4, 2018.

District staff has assisted Michael Baker in the project management efforts and gathering background information needed for project. This included obtaining the best available information such as LiDAR topographic data and the most recent hydrologic and hydraulic modeling. Michael Baker is almost complete with development of the final work maps and is currently finalizing the hydraulic modeling. The final hydrologic and hydraulic modeling is in the process of being submitted to FEMA for review and the project is anticipated to be complete by the end of October 2020. The project data will then be transferred to FEMA who will separately produce the preliminary and effective floodplain mapping and studies.





## MEMORANDUM

**TO:** BOARD OF DIRECTORS

**DATE:** OCTOBER 5, 2020

**FROM:** BRAD BREWER

**SUBJECT: ACTION ITEMS**

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**ITEM 6A - Adopt Resolution Number 20-01 updating the District's Conflict of Interest Code**

**REQUEST AND RECOMMENDATION**

By motion, adopt Resolution Number 20-01 (see attached) updating the District's Conflict of Interest Code.

**BACKGROUND AND DISCUSSION**

The District first adopted a Conflict of Interest Code in 2002 and last updated it in 2018. The Fair Political Practices Commission has produced a "model" Conflict of Interest Code that local agencies can incorporate by reference. This Code will continue to incorporate the FPPC "model" Conflict of Interest Code by reference, as prior District Codes have done. This update will make two main changes to the District's Code. First, the Code will identify the Placer County Elections Office as the District's Filing Officer. This reflects the fact that the County manages the Form 700 program for the District, providing notices to filers and retaining all original statements of economic interests. Second, the Code will now contain specific disclosure categories that describe the types of financial interests that designated employees will need to report. These new disclosure categories will not increase the scope of disclosures required by any District official or employee. These amendments will ensure the District's Code is fully compliant with current legal requirements.

## **Resolution 20-01**

### **RESOLUTION OF THE PLACER COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT ADOPTING THE FAIR POLITICAL PRACTICES COMMISSION CONFLICT OF INTEREST CODE**

WHEREAS, The Political Reform Act of 1974, as amended ("the Act"), California Government Code §81000 et seq., requires in Government Code §87300 that each agency subject to the Act, including the Placer County Flood Control and Water Conservation District, adopt a local Conflict of Interest Code; and

WHEREAS, the Act provides in §87302 that each such local Conflict of Interest Code shall designate positions within each agency subject to the Code and further designate the types of reportable interests which must be disclosed by any such designated employee; and

WHEREAS, the Fair Political Practices Commission in administering the Act has adopted a regulation (2 California Code of Regulations §18730) which permits agencies subject to the Act to adopt by reference the Model Conflict of Interest Code developed by the Fair Political Practices Commission; and

WHEREAS, the District now desires to adopt said Model Code; and

WHEREAS, this Conflict of Interest Code adopted by the District shall supersede and replace all previous versions of the Code adopted by the District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Placer County Flood Control and Water Conservation District as follows:

1. That pursuant to the provisions of Government Code §87300 and (Title) 2 California Code of Regulations §18730, the Placer County Flood Control and Water Conservation District hereby adopts the Fair Political Practices Commission's Model Conflict of Interest Code as set forth currently or as may hereafter be amended, as the local Conflict of Interest Code of the District (the "Code").
2. That the Code shall apply and be applicable to those persons in the service of the Placer County Flood Control and Water Conservation District as listed below. Each person occupying each designated position shall be assigned to a disclosure category based on the descriptions also set forth below.
3. That each person in each designated position, as listed below, shall report, as required by the Code, all reportable interests for their particular disclosure category.
4. That each person in each designated position shall file a statement of economic interests/Form 700 with the Placer County Elections Office, as the District's Filing Officer.

- |    |                             |                      |
|----|-----------------------------|----------------------|
| 5. | Designated Positions:       | Disclosure Category: |
|    | Director/Alternate Director | 1,2,3,4,5            |
|    | District Counsel            | 1,2,3,4,5            |
|    | Executive Director          | 1,2,3,4,5            |
|    | District Manager            | 1,2,3,4,5            |
|    | Development Coordinator     | 1,2,3,4,5            |
6. Disclosure Categories:
1. Investments and business positions in business entities, and sources of income, including loans, gifts, and travel payments, from sources of the type that provide services, supplies, materials, machinery, or equipment of the type utilized by the District.
  2. Investments and business positions in business entities, and sources of income, including loans, gifts, and travel payments, from sources of the type that are regulated by the District.
  3. Investments and business positions in business entities, and sources of income, including loans, gifts, and travel payments, from sources of the type that engage in the acquisition, disposal, or development of real property within the District's jurisdiction.
  4. Investments and business positions in business entities, and sources of income, including loans, gifts, and travel payments, from sources of the type that receive financial or technical assistance from the District.
  5. Interests in real property located within the jurisdiction of the District or within two miles of the boundaries of the jurisdiction of the District.

Passed and adopted this 5th day of October, 2020 upon a vote of the members of the Placer County Flood Control and Water Conservation District, then in attendance and regularly convened as follows:

Ayes:

Noes:

Abstain:

Absent:

Signed and approved after adoption:

\_\_\_\_\_  
Holly Andreatta, Chair

Attest:

\_\_\_\_\_  
Chris Shaw, District Secretary



## MINUTES

### PLACER COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT BOARD OF DIRECTORS Monday, June 8, 2020

The Board of Directors for the Placer County Flood Control and Water Conservation District virtual ZOOM meeting was held at 4:00 P.M., Monday, June 8, 2020. Ken Grehm, Executive Director, Brad Brewer, Development Coordinator and Michael Profant, District Counsel, represented the District.

- **Note:** Because this was a virtual ZOOM Flood Control Board of Director's meeting, roll call and voting was taken on all items needing approval.

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#### 1. **ROLL CALL:**

By roll call, Directors present: Gore, Yorde, Roccuci, Patterson, Andreatta, Spokely,  
Directors Not Present: Weygandt, Morillas

#### 2. **AGENDA APPROVAL:**

The agenda was approved for the June 8, 2020 meeting.

MOTION: Andreatta/Spokely

APPROVED: Unanimous

#### 3. **APPROVAL of May 11, 2020 MINUTES:**

Motion made to approve the minutes of the May 11, 2019 meeting.

MOTION: Spokely/Yorde

APPROVED: Unanimous

#### 4. **PUBLIC COMMENT:**

Ken Grehm, Executive Director announced Brad Brewer, Development Coordinator had been chosen to fill the position of the Placer County Flood Control District Manager.

#### 5. **ACTION ITEMS**

**Update on Annual Placer County Stream Channel Maintenance Program and Authorization for the Executive Director to Increase Purchase Order for Related Biological and Cultural Resource Services.**

- a. Brad Brewer, District Manager, provided an update on this year's stream channel maintenance program along Dry Creek at Morgan Creek Golf Course conducted this spring within unincorporated Placer County.

Brad shared on behalf of Placer County; the District is again managing this year's annual stream channel maintenance program within unincorporated areas of the County. This annual program is typically conducted during the fall of every year. However, an immediate need was identified through resident complaints and specific maintenance conducted this spring in an area along Dry Creek in the Morgan Creek Golf Course.

Brad stated Placer County and District staff received several complaints regarding a large amount of trash that had accumulated in Dry Creek. Brad shared before and after pictures showing where the trash had accumulated and the aesthetic improvement after cleaning up the creek. This area consisted of trails and open space frequented by hikers that is adjacent to Morgan Creek Golf Course and is maintained by Placer County.

The Executive Director was authorized by your Board in August 2018 to award a 2-year long, on-call type purchase order with Stantec. This 2-year agreement expires on January 3, 2021 but can be extended on an annual basis for up to 3 additional years beyond this first 2-year period. The contract amount of \$57,554 included the estimated level of effort to perform required biological site surveys, monitoring as necessary, reporting, and worker awareness training in support of the typical fall maintenance activities. Additionally, optional cultural resource related services may be required to fulfill Assembly Bill 52 archaeological resource protection and monitoring requirements, but these services have yet to be needed. Funding for these services, like other program expenses, will be fully reimbursed by the County.

Staff have estimated there is approximately \$22,000 of remaining budget available in the Stantec 2-year contract. The budgeted costs to provide the annual fall biological and cultural resource services portion of the program for the last two fiscal years was \$20,000. There is sufficient budget to complete the typical fall maintenance activities. However, the additional work conducted this spring along Dry Creek was unanticipated, and the total budgeted amount will need to be increased to account for this additional work.

The total cost for the spring stream channel maintenance is approximately \$18,010.50. This includes \$13,000 in additional labor costs for the CCC, \$5,000 in biological consulting costs for Stantec per Amendment #1, and \$2,062.50 for tribal monitoring as requested from the UAIC to fulfill the requirements per Assembly Bill 52. The Executive Director previously approved the \$13,000 increase in CCC labor costs due to the limited CCC crew availability and immediate need to schedule the work. The total cost for UAIC tribal monitoring is less than the original amount of \$5,000 included in the FY 2019/2020 budget. Funding for these services, like other program expenses, will be fully reimbursed by the County.

Therefore, staff recommends the Board by motion, authorize the Executive Director to execute the Contract Amendment #1 with Stantec. This amendment will increase the contract amount by \$5,000 to include the related biological and cultural resource services under the County's stream channel maintenance program conducted this spring along Dry Creek.

MOTION: Roccuci/Gore

APPROVED: Unanimous

**b. Presentation and Approval of the Final FY 2020/21 District Budget**

Ken Grehm, Executive Director gave an overview of the Final FY 2020/21 District Budget. Ken said at the last meeting a preliminary budget was shared and now the final one is being presented. He pointed out the \$7,000 shown for the FEMA floodplain mapping project was due to be completed by June 30, 2020, but due to COVID there was a \$7,000 expense carryover to the Final FY 2020/21 District Budget. However, this expense is matched with an equal amount of revenue due to grant funding.

Ken said there had been no changes in the member agency contributions and the Dry Creek Annual Operations and Maintenance Cost assessment went up by 2.5% due to ongoing activities for the Antelope Creek project and the ALERT flood gauge system.

Ken shared previously IT support services were divided by line item and now they have been incorporated into one, but the amount is the same. The line item cost has been decreased due to the completion of the upgrades associated with the ALERT flood gauge system and software. Ongoing annual charges for the ALERT base station software have increased due to the District now assuming annual software costs. These costs were grant funded last fiscal year. These charges are needed for the necessary software and support to collect the flood warning system data and allow public access to the data.

Ken stated there were no additional changes to the FY 2020/21 District Budget. The Final FY 2020/21 District Budget is shown below:

<b>PLACER COUNTY FLOOD CONTROL DISTRICT BUDGET</b>							
<b>FY 2020/2021 FUND FD30147</b>							
<b>FINAL</b>				<b>18-19 Final Revised Budget @ \$1.19 Per Capita</b>	<b>19-20 Final Budget @ \$1.19 Per Capita</b>	<b>20-21 Draft Budget @ \$1.19 Per Capita</b>	<b>20-21 Final Budget @ \$1.19 Per Capita</b>
<b>REVENUES</b>							
42010	Investment Income			\$7,000	\$7,000	\$0	\$0
43220	Federal Aid - Other Programs	FEMA CTP No. 3		339,762	73,800	0	7,000
44270	State Aid - Other Programs	DWR FERF		21,000	163,696	184,196	184,196
45010	Contributions from other agencies - annual	Roseville		9,052	19,102	19,579	19,579
	Dry Creek Watershed O&M	Rocklin		5,866	12,380	12,689	12,689
		Loomis		2,177	4,594	4,708	4,708
		Placer County		9,450	19,943	20,440	20,440
		Sacramento County		0	0	0	0
45020	Aid from Other Cities - annual contributions	Auburn		16,800	17,400	17,100	17,100
		Colfax		0	0	0	0
		Lincoln		57,300	57,800	57,500	57,500
		Loomis		8,100	8,100	8,200	8,200
		Rocklin		76,700	79,500	82,400	82,400
		Roseville		161,700	163,300	166,200	166,200
49050	Contributions from General Fund (County) - annual	Placer County		132,600	134,800	138,200	138,200
46090	Planning and Engineerings Services	Plan Check		42,000	60,000	58,000	58,000
46360	Other Fees and Charges	County Bridge Reviews		2,500	5,700	1,000	1,000
		Stream Maintenance for County (CSA 28)		91,181	117,200	118,000	118,000
		Dry Creek Watershed CIP (Trust Fund)		61,500	26,365	26,540	26,540
49060	Contributions from Other Funds	Antelope Creek Project MOU		0	0	0	0
49080	Operating Transfer In - From DCTF	Advance Loan Reimbursement		492,550	120,000	0	0
NA	Reserves for Pre-paid	Placer Land Trust		5,000	5,000	5,000	5,000
NA	Use of Reserves	Varies - See Detailed Backup & Notes		80,133	1,266	0	0
		<b>TOTAL REVENUE</b>		<b>\$1,622,371</b>	<b>\$1,096,946</b>	<b>\$919,752</b>	<b>\$926,752</b>
<b>EXPENSES</b>							
1010-51360	Salaries, Wages, & Benefits			\$421,900	\$394,649	\$432,654	\$432,654
52040	Communication Services Expense	Cell phones, network ports		3,700	2,300	840	840
52080	General Liability Insurance			13,000	12,900	13,800	13,800
52160	Maintenance - Equipment	ALERT Stream & Precipitation Gauges		30,407	167,755	190,234	190,234
52160	Maintenance - Software			400	400	9,400	9,400
52180	Materials - Building and Improvements			9,500	9,500	0	0
52240	Professional / Membership Dues			1,000	1,000	1,000	1,000
52320	Printing			1,500	1,500	1,500	1,500
52330	Other Supplies (Computer Related)			4,862	0	0	0
52330	Other Supplies (Office)			600	1,300	600	600
52340	Postage	Postage & Interoffice Mail		3,900	3,900	2,071	2,071
52360	Professional and Special Services - General	Administration - DPW Overhead Support		49,400	36,963	28,114	28,114
		Stream Maintenance		69,000	95,000	95,000	95,000
		Miners Facility Veg Maintenance		12,500	13,634	14,652	14,652
		Miners Facility Utilities		0	2,600	2,600	2,600
		Antelope Project Veg Maintenance		0	21,800	21,000	21,000
		DSOD Fees for Miners Facility Dam		5,800	7,000	7,000	7,000
		Non-routine O&M Miners & Antelope		0	5,135	2,000	2,000
		Dry Creek CIP Implementation		50,000	17,365	17,540	17,540
		Biennial Audit		8,500	0	8,500	8,500
		On Call High Water Mark Survey		1,500	1,500	1,500	1,500
		Pre-paid Expense to Placer Land Trust		5,000	5,000	5,000	5,000
		Dry Creek Watershed Capital Reserves		3,000	3,000	3,000	3,000
		FEMA CTP		316,000	63,800	0	7,000
52380	Professional and Special Services - Tech, Engr, & Enviro	CDRC Building Maintenance Charges		-	-	7,352	7,352
52390	Professional and Special Services (County) - A-87			73,712	60,409	20,879	20,879
52430	Countywide System Charges	PAS/ACORN System Lease Charges		6,220	0	0	0
52470	Employees Benefits System			5,100	3,706	3,666	3,666
52480	PC Acquisition			0	2,000	3,000	3,000
52390	Professional and Special Services (County)			16,000	16,000	6,500	6,500
52390	Professional and Special Services (County)	Printing - Graphic Services				232	232
52390	Professional and Special Services (County)	Copier Services				342	342
52390	Professional and Special Services (County)	Record Management				139	139
52400	Professional and Special Services - IT			8,050	17,860	10,667	10,667
52510	Commissioner's Fees	Board Meeting Per Diem & Mileage		2,870	2,870	2,870	2,870
52570	Advertising	Publications & Legal Notices		400	100	100	100
52580	Special Dept. Expense	Board/Advance Loan Reimbursements		492,550	120,000	0	0
52785	Special Training Expenses			1,400	1,400	1,400	1,400
52790	Transportation and Travel	Transportation and Travel		700	700	700	700
		Mileage		800	800	800	800
		Lodging		1,000	1,000	1,000	1,000
		Meals / Food Purchases		600	600	600	600
52260	Misc Expense	Contingency		1,500	1,500	1,500	1,500
		<b>TOTAL EXPENSES</b>		<b>\$1,622,371</b>	<b>\$1,096,946</b>	<b>\$919,752</b>	<b>\$926,752</b>
		<b>NET</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Staff therefore requests the Board by motion approve the Final FY 2020/21 District Budget.

MOTION: Spokely/Gore

APPROVED: Unanimous

6. **NEXT MEETING** The next regularly scheduled Board meeting is on July 13, 2020 at 4:00 pm at the Rocklin City Council Chambers or a virtual ZOOM meeting.

7. **ADJOURNMENT:**

The meeting was adjourned by the Chair, Director Andreatta at 4:35 pm.

Respectfully submitted,

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Christina Shaw, District Secretary